

COMMITTEE ON JOINT SCHOOL BUILDINGS

May 28, 2002

6:45 PM

In the absence of Chairman Herbert, the Clerk called the meeting to order.

On motion of Alderman Pinard, duly seconded by School Committee Member Paradis, it was voted to name Alderman Thibault Chairman (pro tem).

The Clerk called the roll.

Present: Aldermen Pinard, Garrity, Thibault
School Committee Member Paradis
School Committee Members Herbert and Beaudry (arrived late)

Messrs.: Tim Clougherty

Chairman (pro tem) Thibault addressed item 3 of the agenda:

3. Copies of minutes of a meeting held on March 26, 2002.

On motion of Alderman Garrity, duly seconded by School Committee Member Paradis, it was voted to accept the minutes of a meeting held on March 26, 2002.

Chairman (pro-tem) Thibault addressed item 4 of the agenda:

4. ADA Accessibility/School Elevators --
Parker-Varney Elevator/ADA Improvements
 - a) Project Financial Report (attached);
 - b) Architect's Status Report (attached).

Mr. Clougherty stated I would like to ask the committee to accept the reports as it's summarized as we will be closing out the project and I want to make sure that everybody approves of the financials as they are reported in the agenda.

On motion of Alderman Garrity, duly seconded by Alderman Pinard, it was voted to accept the financial and architect's reports as submitted.

Alderman Garrity in reference to the SCIP Cash that came out of this year's account...

Mr. Clougherty replied there are two items of cash there, one from FY01 and the other from FY02.

Alderman Garrity asked what's School Cash, is that SCIP Cash?

Mr. Clougherty replied it's the same thing, I think that they just renamed it from SCIP to School to try to get away from the CIP and try to just say that it's cash because so many people are getting confused as to what's cash and what's bond and what actually is SCIP, so we're going to call it School Cash rather than SCIP Cash and SCIP Bond.

Chairman Herbert arrived at meeting.

Chairman Herbert addressed item 5 of the agenda:

5. NORESCO Performance Contract --
 - a) Project Financial Report (attached).

Mr. Clougherty stated item 5 is for informational purposes. We're still looking for some information from Ron Chapman, I believe, on the closeout of the Energy Efficiency Conservation Project.

Chairman Herbert asked what's holding it up.

Mr. Clougherty replied I think it would probably be best to ask him, I'm not sure exactly what is holding it up.

Chairman Herbert asked does Ron have all of the documentation in front of him, is everything done?

Mr. Clougherty replied I believe that he does. I'm not sure what is outstanding at this point or what is holding up the finalization of that contract.

Alderman Pinard asked how come Ron Chapman, that department doesn't come to our meetings any more?

Chairman Herbert replied I don't know, I'll ask him. If we have something holding it up, he hasn't mentioned it to me.

Alderman Pinard stated they used to be at our meetings so we could ask direct questions, but I haven't seen Ron at the meetings for a long time, will you follow-up on that.

Alderman Garrity stated I guess it was the meeting before last, I believe there was request from us that we have representation from the administration either Ron Chapman or one of the Assistant Superintendents and again there's nobody here, I think it's important and imperative that one of them are here.

Chairman Herbert stated I will promise the committee that we will have someone here for future meetings and I'll also bring up this item with Ron personally and if necessary I'll put it on the Building and Sites Committee meeting for Thursday.

School Committee Member Paradis in reference to the walk through and final acceptance by the architect asked have you done that, you haven't.

Mr. Clougherty replied that's on the Park-Varney School, no we have not yet done that.

School Committee Member Paradis asked will you be doing that before school end do you think, maybe?

Mr. Clougherty replied yes.

Chairman Herbert addressed item 6 of the agenda:

6. Roofing Projects - Manchester Schools --
 - a) Project Financial Report (attached); and
 - b) Consultant's Status Report (attached).

Mr. Clougherty stated the roofing projects are going on as reported in your package. The only thing I would ask at this point is for the Committee's concurrence on award for the Practical Arts Roofing Project to Delta Roofing of North Billerica, Mass in the amount of \$495,000.

School Committee Member moved to accept award for the PA Roofing Project to Delta Roofing as outlined.

Alderman Thibault stated although they're the cheapest, Tim, do you know anything about this company, what is their work record...?

Mr. Clougherty replied we do a full pre-qualification on all contracts in excess of \$100,000 in order to determine the contractor's pre-qualification.

Alderman Pinard in reference to Skyline Roofing asked do they get notified of these jobs?

Mr. Clougherty replied they did bid on this. They were the number two bidder, they're bid price was somewhere in the neighborhood of \$530,000.

Alderman Thibault duly seconded the motion. There being none opposed, the motion carried.

Mr. Clougherty stated relative to item 6(b) Reroofing, I would ask for the Committee's acceptance of award of the contract to Delta Roofing in the amount of \$377,000 for the Reroofing and Brick Masonry Restoration at Hallsville and Wilson Schools.

On motion of School Committee Member Beaudry, duly seconded by School Committee Member Paradis, it was voted to accept award of contract to Delta Roofing in the amount of \$377,000 for the Reroofing and Brick Masonry Restoration at Hallsville and Wilson Schools.

Chairman Herbert addressed item 7 of the agenda:

7. McLaughlin Middle School Addition --
 - a) Project Financial Report (attached); and
 - b) Architect's Status Report (attached).

Mr. Clougherty stated the project is about 99% complete. At this point, we have to wait until the kids are out to do the remainder of the site work, the regrading of the parking lot where the portable classrooms are and some irrigation work, but all in all the interior portion is complete, the School District and the faculty and students at McLaughlin have begun using the addition, so everything is underway and operational there.

Alderman Thibault asked are you holding back anything until completion, Tim?

Mr. Clougherty replied yes we are.

On motion of Alderman Thibault, duly seconded by Alderman Pinard, it was voted to accept the McLaughlin Middle School Addition reports.

School Committee Member Paradis asked is the Clerk of the Works completely done now and we will be giving him the money?

Mr. Clougherty replied he was paid on a monthly basis as his services were provided. I'm not exactly sure what the balance is.

School Committee Member Paradis stated he's done the final signing off and everything.

Mr. Clougherty replied he hasn't signed off yet but we typically don't ask the Clerk to sign-off. The Clerk was working as an agent of the architects, in this case. The architect will be the one signing off finally.

School Committee Member Beaudry asked how much under budget were we? Is that the \$117,000 figure?

Mr. Clougherty replied I don't see this \$117,000 figure you're talking about.

School Committee Member Beaudry noted the retainage held or is that just money...

Mr. Clougherty stated no that is just money held from the contractor at this point. The contingency fund right now is at \$66,000 and we have taken out \$250,000 to fund the design of other projects, so we are roughly \$316,000 in the black.

Chairman Herbert addressed item 8 of the agenda:

8. Central High H&V Phase 6 and Window Replacement --
 - a) Project Financial Report (attached); and
 - b) Engineer's Status Report (attached).

Mr. Clougherty stated again the project is just about complete. We're still working at that 99% level, there's some outstanding documentation that is required of the general contractor that we have yet to receive...I'm being told we're going to get it this week...they're looking for their final payment and they won't be getting that until we get the final documentation, so at this point it's merely a report on the status and again I would ask that the Committee accept the financials as reported.

On motion of Alderman Thibault, duly seconded by School Committee Member Paradis, it was voted to accept financial report as submitted.

School Committee Member Beaudry asked are these replacement of the windows on the third floor?

Mr. Clougherty replied yes they are.

School Committee Member Beaudry stated they took care of all of the tiles and that, it's probably been a month since I've been there where up in the lab rooms when they took the towels...the slats that were there for the windows had to be taken out when they put the new windows in and they had to rip some tiles out and the place was pretty dirty and the towels were all empty.

Mr. Clougherty stated you're talking about on the south side of the building near the science lab storage closet, yes that's being completed.

Chairman Herbert addressed item 9 of the agenda:

9. Bakersville Kindergarten & Electrical Improvements --
 - a) Project Financial Report (attached); and
 - b) Architect's Status Report (attached).

Mr. Clougherty stated bids were received on the project for the second time on May 2nd. The first time we had a low and only bidder, there was one respondent...their bid amount was \$969,000 and some odd change. Based on our recommendation to rebid, it did go out for rebid, this time we had four responding bidders. The low bid amount was \$824,400 and that was Meridian Construction, at this time I would ask the Committee to concur with our award on that to Meridian Construction.

Alderman Thibault moved to Mr. Clougherty's recommendation that the contract be awarded to Meridian Construction in the amount of \$824,400. School Committee Member Beaudry duly seconded the motion.

Alderman Garrity in reference to the \$824,000 asked does that include the electrical upgrade.

Mr. Clougherty replied yes, it does.

Alderman Garrity asked what is the start date and completion date for both projects?

Mr. Clougherty replied the start date is going to be as soon as school gets out. I'm looking for a commitment from the School District as to when the two portables will be removed from that site. I'm not sure if there are one or two, but I'm looking for a commitment as to the date when that portable will be removed. The contractor...I had a pre-construction meeting with them on Friday, he wants to start as soon as the kids are out, that Friday preferably, if not that Saturday or Monday. The fourteenth is a Friday. We're looking to have the parking lot area complete as well as the electrical portion complete by August 15th in that neighborhood.

Alderman Garrity stated so August will be the parking lot and the electrical.

Mr. Clougherty replied that is correct. August 15th is I think what's in the construction documents and I believe the completion on the balance is November 15th.

Alderman Garrity stated so a complete project the addition, the playground...

Mr. Clougherty interjected everything: the site work, the landscaping, the two kindergarten classrooms, the connecting corridor, the corridor going through the art rooms and all the restoration of those finishes by the middle of November.

School Committee Member Beaudry in reference to the price asked are they going to do anything further with the playground, there was some talk about taking some of the land that was in back...there's actually an existing park there or whatever.

Mr. Clougherty replied yes we are. What we're doing with the site there...you have a parking lot that currently runs east/west that's accessed off of Cheney Place. Access will be added from Brown Avenue and there will also be parking at and along Brown Avenue in a north/south direction. The kindergarten will come out further than the current portable and in order to mitigate the playground space that we're taking we're going to be paving into the current ballfields...we'll be resodding the ballfield and changing that into a field rather than a ballfield and taking the fencing down. So, the playground is getting expanded for general use and we're also adding an area that's going to have a small border wall that will be a dedicated space for kindergarten playground. There is going to be a big piece of

kindergarten playground equipment out there. I'm not exactly sure how to describe it, but you're going to have a dedicated space for the kindergarten, you're going to have an expanded space for the balance of the student population and we're expanding the parking.

School Committee Member Beaudry asked is this just construction costs or are there contents also that will be inside the building?

Mr. Clougherty replied this is construction cost only...that's \$824,400 is construction only.

School Committee Member Paradis stated then the back stop will be gone where they usually play softball, that will be coming down near the old playground area.

Mr. Clougherty replied that is correct.

School Committee Member Paradis stated so that will not be utilized by other kinds of baseball or anything.

Mr. Clougherty replied that is correct. We coordinated with Ron Johnson from the Parks and Recreation Department in order to make sure that we weren't going to be impacting in a major way any leagues that play there or other organized groups and apparently there are none.

School Committee Member Paradis stated there used to be years ago, but it was softball and the Fire Department used to use it for some practice and games but then they transferred over to Wolf Park.

Alderman Garrity stated \$824,400 doesn't include estimated costs of contents... about \$90,000.

Mr. Clougherty stated estimated costs, at this time, I was looking at it just before I came here including the playground equipment, furniture, desks, cabinets, toys, activity equipment...things like that, roughly \$66,000-\$67,000...that's part of the bond that gets reimbursed by the State.

Alderman Garrity stated I know that the CIP Committee approved bonding for the 25%...I'm looking for a number just for the kindergarten addition with its contents, I know the \$824,400 includes the electrical upgrade.

Mr. Clougherty stated I am currently in the process of backing those numbers out in order to provide a comprehensive cost to the state. I don't have all of those numbers with me. It's roughly \$824,400 minus \$95,000 is the electrical portion plus \$53,000 was the design, \$67,000 in furniture, so if you add those up...

Alderman Garrity stated the commitment from the City has to be 25% on that grant, right.

Mr. Clougherty stated that is correct.

Alderman Garrity stated I am just trying to look for a number for the 25%.

Mr. Clougherty stated if you want to give me a call tomorrow or something I can give it to you in five minutes, whatever you want to do.

Alderman Garrity asked can you just put it in writing or on paper and send it to the City Clerk's Office and have the courier deliver it.

School Committee Member Beaudry stated McDonough was going to have a kindergarten also. Was this project tied into McDonough at all or is that going to be a complete separate project.

Mr. Clougherty replied the project will be completely separate but the funding isn't totally independent. Monies that we spent for Bakersville may not be available for McDonough depending on other State funding, other towns that are building kindergartens. At this point, I believe we're getting to the tail end of the time frame that was identified for the kindergarten construction grant program. So, the Department of Education is looking at balances when other cities and towns are completing their construction grant and their construction projects. So, right now, I actually got a letter from the Department of Education today telling of some funding levels and that depending on the dollar amount of the contracts executed final grant amount will probably be amended to cover the actual costs of the construction. So, right now, it's looking pretty positive that we will be able to cover the 75% of McDonough which will be the same exact program building... the same at McDonough as it is currently at Bakersville.

School Committee Member Beaudry stated so we can use the same architectural plan and everything for McDonough that's used for Bakersville?

Mr. Clougherty replied that's our intention, I'm waiting to get some commitment from the State that we're going to be able to get "X" number of dollars before I actually execute a contract with the architect.

School Committee Member Paradis asked will we be getting rid of that portable up at McDonough too or will that be staying there?

Mr. Clougherty replied I think that's a better question answered by administration.

School Committee Member Paradis asked could you send a letter to Building and Sites?

Chairman Herbert stated we'll bring it up at Building and Sites, the issue of the portable.

School Committee Member Beaudry stated I would like to know the total of that 25% that we're going to get or the playground, how much that's going to cost and all.

Mr. Clougherty replied that's no problem, I'd be happy to.

Alderman Thibault in reference to portables asked I wonder if you could give me some idea as to how long that portable is to going to be at Gossler School, in the back of Gossler School they put a portable there last year or the year before, I wonder how long that's going to be there. I wonder if somebody can give me that answer.

Mr. Clougherty replied I can't give you that answer. Again, that's for the School Administration.

Alderman Thibault stated I went by there yesterday and I saw it.

Chairman Herbert called for a vote on the motion to that the contract be awarded to Meridian Construction in the amount of \$824,400. There being none opposed, the motion carried.

Chairman Herbert addressed items 10 & 11 of the agenda simultaneously:

10. Southside Middle Classroom Addition --
 - a) Project Financial Report (attached); and
 - b) Architect's Status Report (attached).
11. Hallsville Bathroom Renovations --
 - a) Project Financial Report (attached); and
 - b) Architect's Status Report (attached).

Mr. Clougherty replied item 10 is the monthly report for the Hallsville Elementary Bathroom Renovations and the Southside Middle School Interior Classrooms and Renovations. The projects were combined to gain economies in scale because of the proximity of two locations...low bidder was Ferd Construction in the amount of \$449,299 and I would ask the Committee concur and award the bid to them in that amount.

Alderman Pinard moved to accept recommendation relative to Hallsville and Southside as provided by Mr. Clougherty. Alderman Garrity duly seconded the motion.

Alderman Garrity in reference to Southside asked is that the fallout shelter like what they have up at Hillside.

Mr. Clougherty replied it's a classroom that will be built adjacent to the fallout shelter, correct.

School Committee Member Beaudry stated you say they're the lowest bid, but I would imagine that all of the bidders were comparable bidders as far as their bonding and rating and work that they've done in the City in the past.

Mr. Clougherty replied all contracts in excess of \$100,000, all contractors wishing to bid on a project where our estimate is in excess of \$100,000 have to fill out a pre-qualification application that gets scrutinized by a pre-qualification committee and all the contractors who responded were deemed to be qualified to handle both of these projects.

School Committee Member Paradis stated I just have a small question. The Fire Marshall...do we usually involve them in this type of...it says...

Mr. Clougherty replied we do.

School Committee Member Paradis stated when we do additions or fallout shelters or civil defense shelters at one time.

Mr. Clougherty replied I believe it's tied to the fact that we receive State funding. The State Fire Marshall makes recommendations on the design and then we go over them with our local Fire Department to ensure their acceptance of the design.

School Committee Member Paradis asked would they be lowering the ceiling at all at Hallsville in the bathroom, do you know?

Mr. Clougherty replied no, they won't be. We're hoping to keep the tin ceilings in both bathrooms to the greatest extent possible.

School Committee Member Paradis stated they would be getting rid of all of that piping.

Mr. Clougherty replied yes.

Chairman Herbert called for a vote on the motion to accept the low bid. There being none opposed, the motion carried.

Chairman Herbert addressed item 12 of the agenda:

12. Highland Goffs Falls & Parker-Varney Flooring Replacement --
- a) Project Financial Report (attached); and
 - b) Status Report (attached).

Mr. Clougherty stated bids were received for the installation of the new flooring...the low bidder was A & E Flooring in the amount of \$206,715 and would recommend the Committee's acceptance of the bid and the award of the subsequent contract.

On motion of School Committee Member Paradis, duly seconded by School Committee Member Beaudry, it was voted to accept Mr. Clougherty's recommendation relative to the award to A & E Flooring in the amount of \$206,715.

School Committee Member Beaudry asked will this be done prior to the start of the next school year.

Mr. Clougherty replied it's fully our intention. Right now, we've chosen a consultant to the Asbestos Abatement Services and we're going to be bidding out that work which will be done concurrently with some of the new flooring installation. One item of general note...some of the projects that I'm reporting on are obviously going to be funded through the FY03 CIP. Those financial reports are not correct here.

Chairman Herbert asked for a little more specificity, please.

Mr. Clougherty replied because of the time frame that we're working with and the final CIP approval time frame as well as the McDonough School coming into the mix I haven't had a time to internally update the financial reports to reflect the actual funding levels from FY03, so some projects are showing a deficit and some are showing a balance, so we really just have to move the monies around within the bond amount to make it straight on the financial report.

Chairman Herbert asked are you confident at this time that the funding is there?

Mr. Clougherty replied the funding is there and we're well within budget, we haven't even executed the contracts yet. It will all be straightened out for next month's meeting. I just want to make sure we don't put a lot of stock into what's shown right here this month.

School Committee Member Beaudry stated the last time we had the floors come before us for Highland there was also the ventilation system that was suppose to be worked on, is that going to be a subsequent project for the ventilation upgrade at Highland, you're going to do the fan system.

Mr. Clougherty stated we have requested through the FY03 Cash replacement of the exhaust fans at Highland.

School Committee Member Beaudry asked so that's already a done deal?

Mr. Clougherty replied no because we don't know what funding level we're going to receive in that cash.

Chairman Herbert stated that's a separate item but I understand why you brought it up.

Chairman Herbert called for a vote on the motion to accept the low bid of A & E Flooring as submitted. There being none opposed, the motion carried.

Chairman Herbert addressed item 13 of the agenda:

13. Memorial High School Media Center -- (Discussion Only)

Mr. Clougherty stated I'm working with the architect right now to finalize the design on the Media Center. We've run into some staffing problems with that and subsequently the project's getting put out to bid a little bit later than we had anticipated. Our intention is to work with the administration to determine what

level of impact that they can live with to their current operations because we are doing a renovation of the existing media center as well as expansion thereof. So, at this point, I really have to sit down with the architect and the principal who is going to be Arthur Adamakos to make sure that we are all on Board with our approach to the actual construction of the Media Center.

Chairman Herbert asked what particularly are you referring to when you say staffing problems?

Mr. Clougherty replied architect.

Chairman Herbert stated on Matuszewski's side.

Mr. Clougherty replied yes. Because of the design/build project and Fred was brought on to help us out with that in furtherance of the Parsons-Brinkerhoff Report, I think it really put a little more workload on their organization than they had anticipated, therefore, this project is suffering a little bit, but in talking with them late this afternoon I'm confident that we can still get the project constructed.

Chairman Herbert asked when will you have a better definition as to what the impact is going to be?

Mr. Clougherty replied within the next two weeks at the very latest.

Chairman Herbert stated could you make sure that is on the agenda for the next committee meeting.

Mr. Clougherty replied not definitely. At that point, I hope to have bids in hand and be asking you to accept the award.

Chairman Herbert stated if you get to that point a couple of weeks from now could you put out something in writing to the Committee members so we know and don't have to wait four weeks to get an update on that.

Mr. Clougherty stated right now we're anticipating have bid documents ready...why don't I just wait until next month.

Chairman Herbert stated as soon as you have something definitive and know exactly what it is, the impact is, I'd just prefer to see it in writing as soon as possible, if that's alright.

School Committee Member Beaudry asked is Tim going to be at our Building and Sites meeting this Thursday, do you know?

Mr. Clougherty replied I won't be at this week's Building and Sites meeting there is nothing on the agenda that really concerns me.

School Committee Member Beaudry stated the reason why I ask is we're talking about Memorial...I think at the last Building and Sites meeting there was a directive to go back to Memorial and take a look at the cafeteria for size and expansion and they were suppose to come back with some feedback if it was adequate with what we have or are we going to have to expand with the whole expansion project and that's why I was wondering if you were going to come.

Mr. Clougherty replied you're absolutely right that that directive was given, we have looked at Memorial, Hillside and Southside I know that we'll be expanding the cafeterias at both Hillside and Southside, but I'm not sure of the status of Memorial.

School Committee Member Beaudry asked is it possible to get that sometime in the near future?

Mr. Clougherty replied yes, I just don't have the information with me, I have it in the office.

There being no further business to come before the Committee, on motion of Alderman Pinard, duly seconded by Alderman Garrity, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee